

March 20, 1958

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**TO THE HEADS OF EXECUTIVE DEPARTMENTS AND
AGENCIES**

It has come to my attention that some departments and agencies still have questions regarding how they should interpret the policy statement on the use of annual leave on Monday, February 17, 1958.

For the information and guidance of those departments and agencies still concerned about the policy which they should follow in their interpretation and application of the general policy, there is attached the policy followed by the General Accounting Office throughout its organization.



Rocco C. Siciliano
Special Assistant to the President

Attachment